

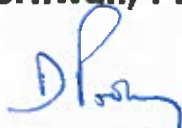
# St Austell Town Council



**To: All Members of St Austell Town Council**

Dear Councillor

You are summoned to attend the **Annual Meeting** of **St Austell Town Council** to be held in **Chi Austel, White River Place, St Austell, Cornwall, PL25 45AZ** on **Monday 11<sup>th</sup> May 2026** at **6pm**.



David Pooley  
**Town Clerk**

5<sup>th</sup> May 2026

Tel: 01726 829859  
e-mail: [david.pooley@staustell-tc.gov.uk](mailto:david.pooley@staustell-tc.gov.uk)  
Website: [www.staustell-tc.gov.uk](http://www.staustell-tc.gov.uk)

## AGENDA

**1. Election of Mayor**

(Purpose: To elect the Mayor and receive the signed Declaration of Acceptance of Office).

**2. Election of Deputy Mayor**

(Purpose: To elect the Deputy Mayor).

**3. Apologies for absence**

(Purpose: To accept apologies for non-attendance).

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.

Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

**4. Declarations of interest and gifts or hospitality received.**

(Purpose: To receive declarations of Members' interests and gifts or hospitality received).

**5. Dispensations**

(Purpose: To consider requests for dispensations).

**6. Minutes of Meeting held on 13<sup>th</sup> April 2026**

**Pages  
1 - 4**

(Purpose: To agree that the minutes of the above meeting be signed as a correct record). (Attached).

**7. Matters to note**

(Purpose: A verbal update from the Town Clerk on the actions taken since the last meeting).

Note: No decision may be made under this agenda item.

**8. Mayor's/Retiring Mayor's announcements**

(Purpose: To receive an update from the Mayor and Retiring Mayor on their engagements and any other civic matters).

**9. Public Participation**

(Purpose: To invite members of the public to address the meeting in relation to the business to be carried out at the meeting).

**10. Members' questions (10 minutes maximum)**

A Member may ask the Mayor or the Clerk any question concerning the business of the Council, provided 3 clear days notice of the question has been given to the person to whom it is addressed. Every question shall be put and answered without discussion. A person to whom a question is put may decline to answer or undertake to provide a full answer within a timescale agreed with the Member.

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They may also agree to accept a question after the deadline. **(None received)**.

**11. Internal Audit Report for year ending 31<sup>st</sup> March 2026** **Pages 5 - 10**

(Purpose: To receive and note the Internal Audit Report for the year ending 31<sup>st</sup> March 2026). (Attached).

**12. Annual Governance Statement** **Pages 11 - 16**

(Purpose: To agree and approve the Annual Governance Statement as part of the Annual Return for 2025/26). (Attached).

**13. Annual Return and Accounting Statements 2025/26** **Pages 17 - 26**

(Purpose: To agree and approve Section 2 of the Annual Return and the detailed Accounting Statements for 2025/26). (Attached).

**14. Standing Committees** **Pages 27 - 40**

(Purpose: To review the Terms of Reference and membership of the following Committees:

1. Community Committee
2. Finance and General Purposes Committee
3. Planning and Regeneration Committee
4. Climate and Environment Committee
5. Staffing Committee

**15. Internal Auditor** **Pages 41 - 42**

(Purpose: To appoint Hudson Accounting Limited to carry out the Town Council's internal audit work at a fixed rate of £1,100 per annum for the 2026/27, 2027/28 and 2028/29 financial years.

**16. Election of Representatives to outside bodies**

(Purpose: To elect representatives to the following organisations:

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**AFC St Austell Project**  
*(Currently Councillor A Lanxon)*

**CALC - Larger Councils Liaison Group**  
*(Currently Councillor M Brown)*

**Climate Action St Austell (CASA)**  
*(Currently Councillor J Bull)*

**Carlyon Road Masterplanning Group**  
*(Currently Councillors J Bull and A Lanxon and the Chair of the Planning Committee)*

**Cornwall and Isles of Scilly Flood Forum**  
*(Currently Councillor A Cohen)*

**Cornwall Council Planning Partnership**  
*(Currently Councillor O Kimber)*

**Holy Trinity Church Grounds Steering Group**  
*(Currently Councillor C Hamilton)*

**Rural Services Network**  
*(Currently Councillor J Preece)*

**Rural Service Network – Young Person’s Panel**  
*(Currently Councillor E Stephens)*

**Rural Service Network – Older Person’s Panel**  
*(Currently Councillor E Stephens)*

**Safer St Austell**  
*(Currently Councillor J Lingham)*

**St Austell Business Improvement District (BID)**  
*(Currently Councillor O Kimber)*

**St Austell Bay Economic Forum (SABEF)**  
*(Currently Councillor M Brown)*

**St Austell Bay Chamber of Commerce**  
*(Currently Councillor O Kimber)*

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**St Austell Revitalisation Partnership**  
*(Currently Councillors M Gray, C Hamilton and the Chair of the Planning & Regeneration Committee)*

**St Austell, Mevagissey, St Blazey, Fowey and Lostwithiel Community Area Partnership**  
*(Currently Councillors A Lanxon (voting Member) and J Lingham (substitute)).*

**The House Steering Group (DBS CHECK REQUIRED)**  
*(Currently Councillors M Gray and O Kimber)*

**Treveth – Penwinnick Road Steering Group**  
*(Currently Councillors M Gray and C Hamilton)*

**White River Steering Group**  
*(Currently Councillor M Gray)*

**Youth Council (DBS CHECK REQUIRED)**  
*(Currently Councillors A Cohen, J Preece and R Whitehouse).*

- 17. Schedule of Payments** **Pages 43 - 48**  
(Purpose: To approve a schedule of payments from 7<sup>th</sup> March 2026 to 30<sup>th</sup> April 2026). (Attached).
- 18. Helter Skelter Replacement – Poltair Park** **Pages 49 - 54**  
(Purpose: To review the consultation at St Austell Library and authorise the Town Clerk to proceed with the replacement of the helter skelter in Poltair Park. (Report attached).
- 19. Campaign against South West Water (At the request of Councillor Thompson)** **Pages 55 - 56**  
<https://sites.google.com/view/dowrglan/sign-the-letter>  
(Purpose: To consider correspondence and a campaign for improved water services). (See attached)

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**20. Community Engagement Policy**

(Purpose: To review and approve a Community Engagement Policy). (Report to follow).

**21. Dates of Meetings**

(Purpose: To note dates of future Town Council Meetings: Monday 13<sup>th</sup> July 2026 and Monday 1<sup>st</sup> September 2026.

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**MINUTES of the MEETING of ST AUSTELL TOWN COUNCIL held on MONDAY 13<sup>th</sup> APRIL 2026 in Chi Austel, White River Place, St Austell, Cornwall, PL25 5AZ at 6pm.**

**Present:** Councillors: Brown, Cohen, Gray, Hamilton, Hawken, Kimber, Lanxon, Lingham, Marshall, Nott, Preece, Stephens, Taylor and Young.

**In attendance:** David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk) and Mark Mitchley (Senior Projects Officer).

**Also in attendance:** Annie Etheridge (Interpreter).

**C/25/164) Apologies for Absence**

Councillor Bull, Clemo, Pearce, Thompson and Whitehouse.

**C/25/165) Declarations of interests and gifts or hospitality received**

The Clerk advised that an urgent premises licence application had been received from Cornwall Council in relation to the Royal British Legion, Duke Street, St Austell and that the Deputy Mayor and Chair of the Planning and Regeneration Committee had agreed that it could be considered under Agenda Item 16 - Planning and Regeneration Committee.

The Mayor advised that when this item is considered, he will declare an interest in the application by virtue of being the President of the Royal British Legion and leave the room.

**C/25/166) Dispensations**

There were no requests for a dispensation.

**C/25/167) Minutes of Meeting held on 16<sup>th</sup> March 2026**

It was **RESOLVED** that the minutes of the meeting held on the 16<sup>th</sup> March 2026 be approved and signed as a correct record.

**C/25/168) Matters to Note**

The Clerk advised that he had nothing to add.

**C/25/169) Public Participation**

There were no members of the public present.

**C/25/170) Budget Monitoring Report**

The Clerk explained the budget variance report for March 2026 and the financial year to 31<sup>st</sup> March 2026 and raised no concerns. He advised that the Town Council will consider the draft final accounts at the Council meeting on Monday 11<sup>th</sup> May 2026 and these are likely to show a small surplus.

It was **RESOLVED** to note the budget monitoring report for March 2026 and the financial year to 31<sup>st</sup> March 2026.

### **C/25/171) Asset Register**

The Clerk advised that as part of the year end process, the Town Council is required to have an up-to-date Asset Register. He explained the valuation differences within the register and assured Members that each item had been physically checked and that nothing is missing.

It was **RESOLVED** to approve the Reconciliation of Assets and Asset Register as at 31<sup>st</sup> March 2026.

### **C/25/172) Safeguarding Policy - Child Protection and Vulnerable Adults**

The Senior Projects Officer advised that the draft Safeguarding Policy has been updated to reflect latest guidance and is one of the policies that NALC is required to see as part of the Silver accreditation award.

During discussion the following was suggested:

#### Page 4

First bullet point to read:

- Not to play **close** contact games

Add the following bullet point:

- No Council member, member of staff or other adult should be alone with one child in a place where they are out of sight.

It was **RESOLVED**, subject to the above amendments, to approve the Safeguarding Policy - Child Protection and Vulnerable Adults.

### **C/25/173) Complaints Procedure**

Members considered a draft complaints procedure and suggested the following amendments:

#### Page 3

#### **4. Resolving the Complaint**

Last paragraph should read:

Where the complaint is successfully dealt with through direct action with the complainant, the Town Clerk, **may** report this to the next meeting of the Council.

#### Page 4

Paragraph 5.3 to read:

As general policy, the public and press are not permitted attendance at such complaints panel meetings (although the **Chair of the Panel** will report on the outcome of the panel meeting at the following full Council meeting).

It was **RESOLVED**, subject to the above amendments, to approve the Complaints Procedure.

#### **C/25/174) Model Publication Scheme**

The Senior Projects Officer advised that the Model Publication Scheme is a national and statutory policy and has been produced by the Information Commissioner. The policy has been updated to reflect up to date legislation.

Arising from a question, the Clerk advised that the Data Protection Policy details the charges for photocopying, postage etc and are set and approved by the Finance and General Purposes Committee.

It was **RESOLVED** to approve the Model Publication Scheme.

#### **C/25/175) Staff Appraisal Policy**

The Senior Projects Officer advised that the draft Staff Appraisal Policy codifies existing practice within the Town Council and is an essential policy for the NALC silver award.

It was **RESOLVED** to approve the Staff Appraisal Policy.

#### **C/25/176) Absence Management Policy**

The Senior Projects Officer advised that the draft Absence Management Policy reflects legislative changes and provides sound guidance for dealing with persistent sickness absence.

During discussion, it was agreed that "working from home" might be a reasonable adjustment for an individual who could not attend the office for work due to a medical condition and it would be left to the discretion of the Town Clerk to consider such adjustments on a case-by-case basis.

It was **RESOLVED** to approve the Absence Management Policy.

#### **C/25/177) Code of Conduct**

The Senior Projects Officer advised that it is good practice to review the Code of Conduct from time to time. He added that it is a statutory document, produced by Cornwall Council utilising national legislation and that all Councillors have signed to confirm that they have read and understand their obligations under the Code of Conduct.

Arising from a question, the Clerk advised that he had heard nothing further following a Government consultation outlining the potential to strengthen sanctions.

It was **RESOLVED** to note the Cornwall Code of Conduct approved by the Town Council on Monday 12<sup>th</sup> November 2012.

### **C/25/178) Community Committee**

Councillor Preece advised that he had provided an update on the formation of a Youth Council at the meeting, but it had not appeared in the minutes.

It was **RESOLVED**, subject to the addition of an update on the Youth Council, to note the minutes of the meeting dated 23<sup>rd</sup> March 2026.

### **C/25/179) Planning and Regeneration Committee**

It was **RESOLVED** to note the minutes of the meeting dated 7<sup>th</sup> April 2026.

*\*\*Councillor Hamilton, declared an interest in the following licence application and left the meeting\*\**

*\*\*Councillor Stephens assumed the Chair\*\**

### **Royal British Legion Club Ltd – Premises Licence**

The Clerk advised that the Royal British Legion in Duke Street, St Austell has applied for a change to its licence to permit a later closing time to be in line with other venues in the town.

It was **RESOLVED** to make no objection.

*\*\*Councillor Hamilton returned to the meeting and re-assumed the Chair\*\**

### **C/25/180) Staffing Committee**

It was **RESOLVED** to note the minutes of the meeting dated 30<sup>th</sup> March 2026 and approve the **RECOMMENDATIONS** contained therein.

It was **FURTHER RESOLVED** that the Town Council believes that it meets the criteria for the NALC silver award and that the Town Clerk be authorised to submit the required evidence and apply for the NALC silver award.

### **C/25/181) Dates of Meetings**

It was noted that the next Town Council meetings are due to take place on Monday 27<sup>th</sup> April 2027 (Annual Parish Meeting) and Monday 11<sup>th</sup> May 2026 (Annual Town Council Meeting).

The meeting closed at 6.52pm.



HUDSON ACCOUNTING LTD.  
INTERNAL AUDIT REPORT:  
TO THE MEMBERS OF ST AUSTELL TOWN COUNCIL  
YEAR ENDED 31ST MARCH 2026.

ISSUE DATE: 17/04/2026.  
ISSUED TO: TOWN CLERK

**INTRODUCTION:**

Internal auditing is an independent, objective assurance activity designed to improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

**Scope:**

The scope of the audit covers, as a minimum, the areas included in the Internal Audit Report contained in the Annual Governance & Accountability Return.

**Approach:**

Audit work is carried out in line with the Chartered Institute of Public Finance and Accountancy's Internal Audit Standards and guidance issued by the National Association of Local Councils.

Where applicable we have included reference to 'proper practice' and the associated guidance as laid out in 'Governance & Accountability for Smaller Authorities in England' which is applicable to financial years from 1st April 2025.

Selective testing was carried out and the relevant policies, procedures and controls were reviewed.

**GENERAL COMMENTS:**

We would like to thank the staff for their assistance and co-operation during the audit.

The matters raised in this report are only those which came to our attention during our internal audit work and are not necessarily a comprehensive statement of all the weaknesses that exist, or of all the improvements that may be required.

It should be noted that assurance can never be absolute. The most that the internal audit service can provide is a reasonable assurance that there are no major weaknesses in risk management, governance, and control processes. The audit does not guarantee that the accounting records are free from fraud or error.

***The review undertaken obtained a level of assurance which has allowed us to complete the Internal Audit Report element of the Annual Governance & Accountability Return with no qualifications, thus in all significant respects, the control objectives were achieved throughout the financial year to a standard adequate to meet the needs of the Council.***

We have provided a table of audit recommendations, if required, to allow for the Council's response which can be used as an ongoing monitoring tool. We would be grateful if, in due course, it is completed and returned to us.

## **AUDIT COMMENTARY:**

### **Previous Recommendations**

There are no previous recommendations requiring action.

### **Accounting Records**

The accounts have been properly maintained throughout the year.

### **Payments**

A sample of payments was tested to establish whether the spending decision, procurement process, certification and approval for payment were in line with Financial Regulations as well as ensuring that payments were supported by invoices, VAT was correctly accounted for, and payment controls were applied.

#### *Payment*

Further testing of payments made revealed no issues to report.

#### *Procurement*

The Pump Track procurement process was carried out in line with Financial Regulations.

#### *Grants*

A sample of grant awards was cross-referenced to Member approvals in the Minutes; all were in order.

### **Risk**

#### *Insurance*

The Fidelity Guarantee remains adequate at £2 million.

#### *Risk*

The Council reviewed its risk management arrangements in February 2026.

#### *IT and Data Protection*

Information Technology and General Data Protection Regulations policies are in place and were last reviewed in February 2026.

The Council's website loads efficiently and is easy to navigate, Transparency Code information is easily found.

An assessment of the websites' accessibility was undertaken in January 2026 and discussions are underway regarding any improvements required.

Council owned domains are used for the website and Officer & Member e-mails.

### **Budgets**

#### *Setting*

The 2026/27 budget and precept were properly approved by Full Council in December 2025 following a robust process.

#### *Monitoring*

Monitoring reports are taken to each meeting of the Finance & General Purposes Committee.

#### *Adequacy of Reserves*

After allowing for earmarked reserves of £919,261 the general reserve stands at £420,881; equating to 25% of gross expenditure which is within generally accepted parameters.

## **Income**

Systems were tested to ensure that suitable controls are in place to ensure that all income is received in a timely manner, that charges are correctly applied and that any cash received is promptly receipted and banked.

### *Interest*

**Interest received has been accurately reflected in the Ledger.**

### *Rents*

**Rents are invoiced in line with the Agreements in place.**

### *VAT*

**VAT returns for the years have been submitted.**

**The year-end return is very slightly different to balances held in the accounting statements.**

## **Assets**

**The asset register has been updated to reflect acquisitions and disposals during the year and the total value of assets held has been accurately reflected in the AGAR.**

## **Payroll**

**The January payroll was tested with no issues to report.**

**New employees have been issued contracts of employment and have been paid in accordance with the Terms therein.**

**Changes in employee terms and conditions have been duly authorised and accurately implemented.**

## **Bank Reconciliation**

**Monthly bank reconciliations have been carried out in a timely and accurate manner throughout the year.**

**The year-end bank reconciliation was found to be accurate.**

## **Accounting Statements**

**The accounts were produced on an income and expenditure basis and are in accord with underlying records.**

**Debtor and creditor balances have been properly treated.**

## **Trusts**

**Separate Trust meetings are held and there are no Trust transactions within the Councils accounts.**

**Charity Commission returns are up to date.**

# Annual Internal Audit Report 2025/26

ST AUSTELL TOWN COUNCIL

www.staustell-tc.gov.uk/External\_Audit\_16527

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No	Not covered
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✓		
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes ✓	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

15/10/2025

03/02/2026

17/04/2026

S P HUDSON CPFA

Signature of person who carried out the internal audit

S. P. Hudson

Date

17/04/2026

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).



**ST AUSTELL TOWN COUNCIL**  
**COUNCIL MEETING – 11<sup>th</sup> MAY 2026**  
**ANNUAL GOVERNANCE STATEMENT**

**1. PURPOSE OF REPORT**

To approve the responses required for the Annual Governance Statement which is a requirement of the annual audit undertaken by the Council's external auditors.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

The annual audit of accounts is governed by the Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015.

The Council is required to submit a summary set of accounts, an Annual Governance Statement, an annual internal audit report and supporting information to external auditors BDO LLP by the 1<sup>st</sup> July 2026. BDO LLP have been appointed by the Government to undertake an audit of Parish and Town Councils. Members and officers are required to report any conflicts of interest created by this appointment. An internal audit has been undertaken by Hudson Accounting Ltd. The annual internal audit report attached to the return to BDO LLP is based upon the work of Hudson Accounting Ltd. All audit reports and findings are reported to the Finance and General Purposes Committee.

**3. RESOURCE ISSUES**

None outside of existing budgets.

**4. EQUALITIES ISSUES**

None.

**5. ENVIRONMENTAL ISSUES**

None.

**6. RECOMMENDATIONS**

It is recommended that Members:

- Approve the responses to be shown within the Annual Governance Statement against each of the questions;
- Authorise the Clerk and Mayor to sign the Annual Governance Statement on behalf of the Council.
- Advise of any conflict of interest relating to the appointment of BDO LLP.
- Instruct the Town Clerk to advertise the electors' rights after the accounting statements have been approved in accordance with the External Audit guidance.
- Agree to hold annual meetings of trustees of charities managed by the Council after the Council meeting in July.

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### **Background**

BDO LLP are Government appointed external auditors. The Council is required to report any conflicts of interest caused by this appointment.

A copy of Section 1 of the return to be submitted to BDO LLP is attached for the information of Councillors. The Council is required to answer "Yes" or "No" to a number of questions and explain any answers of "No".

The answers to Questions 1-9 should all be "Yes".

Each question is discussed below.

**Question 1** – The Town Clerk is a qualified accountant. Sound financial systems and practices are in place as evidenced by the recent Internal Audit report. Accounts are produced in accordance with the Practitioners Guide published by the Joint Panel on Accountability and Governance. Bank reconciliations are completed by one officer and checked by another and are subject to reports to Committee and inspection by nominated Councillors and the Internal Auditor.

**Question 2** – Systems of internal control are good with adequate separation of duties and internal check. Internal Audit reports confirm good working practices.

**Question 3** – The Council has invested in training of staff in areas of corporate governance, finance, human resources (HR), health and safety and GDPR and subscribes to independent support services for health and safety, HR and legal services. All reports identify legal and risk management issues. There are no known legal proceedings which will affect the Council or its financial standing.

**Question 4** – Appropriate notices were placed in notice boards and on the Town Council's website and accounting statements are published together with details of all transactions over £500. No members of the public felt it necessary to question or challenge anything in the Town Council's accounts for 2024/25.

**Question 5** – the Council's risk register has been reviewed and made more comprehensive in recent years. Reports on risk management have been considered by the Finance and General Purposes Committee and Council in February/March and the risk register was updated as part of this review. Insurance covers were reviewed and challenged through a tender exercise in 2023 and have been reviewed annually since.

**Question 6** – The Council has appointed Hudson Accounting as its Internal Auditors. The Council receives a thorough professional service and comprehensive reports. The Chair and Vice-Chair of the Finance and General Purposes Committee have undertaken half-yearly checks and spot tests using the approved checklists. In addition the Chairman has received lists of all transactions each month and checked their reasonableness asking questions from time to time on any transactions that concerned him. Budget monitoring reports have been published regularly and the Town Clerk has monitored spending and income levels very closely.

**Question 7** – all audit reports are reported to the Finance and General Purposes Committee or full Council and the Town Council has an excellent record of dealing with and addressing points raised. There are no outstanding audit recommendations.

**Question 8** – All reports to the Council and its committees have separate sections to identify any legal and resource implications to aide consideration of these issues when completing and reviewing the accounting statements. No post-year events with significant financial implications have been identified.

**Question 9** relates to Trust funds/assets. Both Poltair Park and Truro Road Park have land held in trust with the Poltair Park trust being a charitable trust registered with the Charity Commission. We have no funds held in trust and do not therefore need to produce separate

accounting statements but we should submit an annual return to the Charity Commission for the Poltair Park charity and hold annual meetings of each trust to formally agree an annual report. The meetings of the trusts were last held on the 1<sup>st</sup> September 2025. The next meetings are due to be held on 13<sup>th</sup> July 2026. The return to the Charity Commissioners for 2025/26 has not yet been made but will be submitted after the meeting in July.

**Question 10** – The Council uses a .gov.uk domain for email accounts and its website with security measures to control communications in accordance with GDPR principles. The Council has an IT Policy which has been reviewed recently. The Council’s website provider has confirmed that it meets accessibility standards and work is underway to ensure that as many documents as possible can be read by the main readers for blind and partially sighted residents. The Town Clerk, Deputy Town Clerk and other staff have received training in relation to Data Protection, Freedom of Information and GDPR. There have been no data protection breaches in 2025/26. The Information Commissioners Office model publication scheme has been adopted and the Council complies with the requirements of the Local Government Transparency Code 2015.

Councillors are asked to agree the suggested responses to the questions within the Annual Governance Statement section of the form, approve the actions recommended and authorise the signing of the completed document.

DAVID POOLEY  
TOWN CLERK

## Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

St Austell Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes ✓	No	N/A <i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓		<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

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**ST AUSTELL TOWN COUNCIL**  
**COUNCIL MEETING – 11TH MAY 2026**  
**ANNUAL RETURN AND ACCOUNTING STATEMENTS**

**1. PURPOSE OF REPORT**

To approve the Annual Accounting Statements for the 2025/26 financial year and Section 2 of the Annual Return which summarises the Council's accounts.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

The annual audit of accounts is governed by the Local Audit and Accountability Act 2014 and the Accounts and Audit Regulations 2015.

The Council is required to submit a summary set of accounts, an Annual Governance Statement and an annual internal audit report to external auditors BDO LLP by the 1<sup>st</sup> July 2026. Internal audit inspections have been undertaken by Hudson Accounting Ltd. The annual internal audit report attached to the return to BDO LLP is based upon the work of Hudson Accounting Ltd. All audit reports are reported to either the Finance and General Purposes Committee or the full Council.

**3. RESOURCE ISSUES**

None outside of existing budgets.

**4. EQUALITIES ISSUES**

None.

**5. ENVIRONMENTAL ISSUES**

None directly.

**6. RECOMMENDATIONS**

It is recommended that Members:

- Consider and approve the detailed accounting statements and transfers to and from reserves as shown;
  - Approve the accounting statements in Section 2 of the audit return; and
  - Authorise the Clerk and Mayor to sign the accounting statements in the Annual Return on behalf of the Council.
- 

### **Background**

A copy of the detailed financial accounting statements for the Town Council for the year ended the 31<sup>st</sup> March 2026 is attached for the information of Councillors. Councillors are asked to consider and approve the accounts and the transfers to and from reserves as set out in the statements, to approve the summary accounts section of the Annual Return form and authorise the signing of this document.

In addition to the Annual Return the Town Council is required to submit the following information to the external auditor:

- a. a financial year-end bank reconciliation and bank statements;
- b. explanations for significant variances from last year to this year;
- c. quantified explanations for any differences between box 7 and box 8 in section 2;
- d. explanation of any "no" answers in Section 1;
- e. details of earmarked reserves at year end if deemed high (not applicable).
- f. Proof that the Town Council has appointed an internal auditor appropriately;
- g. Details of capital projects over £100,000 in value;
- h. Copy of the prior year notice of completion of the external auditor's work on the annual return (2024/25) and evidence of its publication.

2025/26 was a good year for the Council with further progress in a number of areas, several significant projects completed and a surplus generated at the year-end.

Achievements in the year included:

- The creation of a piazza on the western side of the Holy Trinity Church;
- The creation of a new state of the art pump track at the Meadows Park;
- Town centre banners have been erected after an extensive

- public consultation exercise to choose the favoured design and photographs;
- A design for the eastern part of the Holy Trinity Church grounds has been commissioned;
  - A programme of events utilising large garden games and a trailer was organised during the summer in conjunction with Young People Cornwall;
  - 17 trees planted in the parks and open spaces;
  - Installed new planters in Trinity Street, Vicarage Place and at the entrance of Priory Road Car Park with grant funding obtained from Cornwall Council;
  - Resurfaced part of Priory Road Car Park and improved floral displays in the car park;
  - Increased biodiversity by re-seeding wildflower areas across the town;
  - Maintained a high quality service and organised various events at the Library which is consistently one of the busiest libraries in Cornwall;
  - Helped to fund extra town centre security guards, acquired 5 new CCTV cameras and used a re-deployable CCTV camera to improve two ASB hotspots;
  - Managed a Town Centre Revitalisation Partnership and attracted funding to undertake feasibility and design work in preparation for future funding opportunities.

### **The Financial Outturn**

The surplus at the year-end was £2,553.65 after transferring £43,764.00 from reserves and £220,000.00 to reserves. The Council's earmarked reserves are now:

Elections Reserve	£35,000.00
Repairs and Renewals Reserve	£439,676.50
Projects Reserve	£444,584.68
<b>TOTAL</b>	<b>£919,261.18</b>

The Elections Reserve is an amount set aside to fund future elections.

The Repairs and Renewals Reserve has been created to help fund the cost of replacement and major repairs to play equipment. The Council's play equipment has an estimated replacement cost of over £1million and significant units will require replacement or substantial repairs within the next 5-7 years.

The Projects Reserve includes the following commitments:

- Sea Cadets grant - £10,000
- Poltair Park Café - £5,298
- CCTV cameras - £25,000.00
- Church piazza project - £20,000
- Town Centre Revitalisation Project - £20,000.00
- Vehicle replacement - £25,000.00
- CIL grants - £7,810.54
- Priory Car Park wall - £25,000
- Priory toilets improvements - £6,000
- Arts Centre grant - £5,000
- Local plan consultancy - £20,000
- Community project to be determined - £80,000
- Office relocation - £100,000
- Poltair Park Helter Skelter replacement - £95,000

The outcome of the 2025/26 financial year was a surplus of £2,553.65 which means that the Council's General Fund balance has increased from £418,328 to £420,881. This is considered to be an acceptable balance and described by the independent auditor as "equating to 25% of gross expenditure which is within generally accepted parameters".

### **Conclusions**

The Council has managed some very large projects during 2025/26 and successfully delivered these within its overall budget. It remains in a healthy financial position and provides good service levels with a council tax level lower than most comparable towns in Cornwall.

Members are asked to approve the draft accounting statements and the transfers to and from reserves set out in this report.

DAVID POOLEY  
TOWN CLERK

# Profit and Loss

## St Austell Town Council For the year ended 31 March 2026

	2026	2025
<b>Turnover</b>		
Car Park Income	281,068.08	265,359.97
Interest Income	50,412.35	52,082.18
Library Income	7,655.04	6,078.67
Other Grants and Contributions	204,049.66	208,403.50
Other Income	33,914.56	7,447.75
Precept Payments	1,301,100.00	1,177,920.00
Public Convenience Charges	1,710.57	2,372.29
Rent Received	10,385.00	10,360.00
Transfers from Reserves	43,764.00	10,998.14
<b>Total Turnover</b>	<b>1,934,059.26</b>	<b>1,741,022.50</b>
<b>Gross Profit</b>	<b>1,934,059.26</b>	<b>1,741,022.50</b>
<b>Administrative Costs</b>		
Books and Publications	148.50	119.05
Cleaning & Domestic Supplies	21,783.88	20,321.58
Contract Hire and Operating Leases	1,812.44	854.69
Contract Payments	194,616.25	150,909.43
Election Expenses	7,943.56	-
Electricity	19,084.82	16,496.94
Fuel	11,252.94	11,238.17
Gas	3,327.44	5,155.94
Grounds Maintenance Supplies	27,917.10	27,135.00
Insurances	12,156.99	11,519.11
IT / Communications	23,534.86	26,426.43
Mayors Allowances	100.00	-
Members Allowance	642.59	-
Miscellaneous Expenses	303,011.55	172,471.60
Miscellaneous Grants	71,015.68	68,061.91
Office Supplies	3,153.46	4,499.62
Other Transport/plant expenses	27,801.01	27,540.94
Play Equipment	11,887.71	55,281.46
Printing and Stationery	4,807.75	3,063.20
Protective Clothing	2,583.46	2,594.35
Publicity	2,128.72	585.65
Rates	67,402.35	42,179.62
Recruitment	105.85	160.00
Rent / Room Hire	5,943.80	5,541.00
Repairs / Maintenance Premises	52,741.04	49,290.36
Repairs/ Maintenance-Vehicles/Plant	15,927.06	16,283.19
Road Fund / Taxes	958.75	1,350.00

Profit and Loss

	2026	2025
Salaries / Wages	791,852.08	730,521.61
Small Grants Scheme	6,775.00	7,936.39
Subscriptions	8,542.85	8,055.32
Training	2,252.88	3,630.50
Transfer to Reserves	220,000.00	225,574.54
Transport Insurance	4,788.59	4,529.96
Travel and Subsistence	721.50	926.99
Water	2,783.15	2,092.73
<b>Total Administrative Costs</b>	<b>1,931,505.61</b>	<b>1,702,347.28</b>
<b>Operating Profit</b>	<b>2,553.65</b>	<b>38,675.22</b>
<b>Profit on Ordinary Activities Before Taxation</b>	<b>2,553.65</b>	<b>38,675.22</b>
<b>Profit after Taxation</b>	<b>2,553.65</b>	<b>38,675.22</b>

# Balance Sheet

## St Austell Town Council As at 31 March 2026

	31 MAR 2026	31 MAR 2025
<b>Fixed Assets</b>		
<b>Tangible Assets</b>		
Ceremonial Assets	101,505.71	101,505.71
Land and Buildings	586,846.19	448,801.41
Long Term Investment	10,000.00	10,000.00
Office Equipment	25,247.94	24,520.49
Street Furniture inc Notice Boards	155,868.29	131,424.10
Vehicles, Plant & Machinery	150,561.55	140,354.44
<b>Total Tangible Assets</b>	<b>1,030,029.68</b>	<b>856,606.15</b>
<b>Total Fixed Assets</b>	<b>1,030,029.68</b>	<b>856,606.15</b>
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
Library Cash Account	100.00	100.00
Mayors Charity Account	1,032.68	2,406.92
NW Business Reserve Account	81,540.55	94,220.39
NW Current Account	26,094.72	18,186.86
Petty Cash Account	25.40	81.18
<b>Total Cash at bank and in hand</b>	<b>108,793.35</b>	<b>114,995.35</b>
Accounts Receivable	-	4,236.00
Debtors and Prepayments	62,104.10	55,325.54
Short Term investment - Nat West	204,034.06	-
Short Term Investments - Cornwall Council	985,683.31	995,260.48
<b>Total Current Assets</b>	<b>1,360,614.82</b>	<b>1,169,817.37</b>
<b>Creditors: amounts falling due within one year</b>		
Accounts Payable	18,164.13	13,126.49
Accruals	18,039.68	12,636.71
St AUSTELL TC - Credit Card	1,243.75	6,395.68
VAT	(16,975.40)	(23,694.52)
<b>Total Creditors: amounts falling due within one year</b>	<b>20,472.16</b>	<b>8,464.36</b>
<b>Net Current Assets (Liabilities)</b>	<b>1,340,142.66</b>	<b>1,161,353.01</b>
<b>Total Assets less Current Liabilities</b>	<b>2,370,172.34</b>	<b>2,017,959.16</b>
<b>Net Assets</b>	<b>2,370,172.34</b>	<b>2,017,959.16</b>
<b>Capital and Reserves</b>		
Asset Revaluation Reserve	96,652.00	96,652.00
Capital Financing Reserve	933,377.68	759,954.15
Current Year Earnings	2,553.65	38,675.22
Earmarked Reserves	919,261.18	743,025.18

**Balance Sheet**

	<b>31 MAR 2026</b>	<b>31 MAR 2025</b>
<b>General Reserve</b>	<b>418,327.83</b>	<b>379,652.61</b>
<b>Total Capital and Reserves</b>	<b>2,370,172.34</b>	<b>2,017,959.16</b>

## Section 2 – Accounting Statements 2025/26 for

EN St Austell Town Council LY

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	908,101	1,161,353	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	1,177,920	1,301,100	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	552,104	589,195	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	730,521	791,852	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	746,251	919,654	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	1,161,353	1,340,142	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	1,110,256	1,298,511	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	856,606	1,030,030	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval.**

SIGNATURE REQUIRED

DD/MM/YYYY

Date

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED



**ST AUSTELL TOWN COUNCIL  
COUNCIL MEETING – 11<sup>th</sup> MAY 2026  
STANDING COMMITTEES**

**1. PURPOSE OF REPORT**

To confirm the Terms of Reference and membership of each of the Council's standing committees.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

It is good practice at the Annual Meeting of the Council to review the Terms of Reference for each committee and to agree the membership of each committee.

**3. RESOURCE ISSUES**

None.

**4. EQUALITIES ISSUES**

None.

**5. ENVIRONMENTAL CONSIDERATIONS**

The Council has declared a climate emergency. All Committees and decisions should take into account environmental implications.

**6. RECOMMENDATIONS**

It is recommended that:

1. The Terms of Reference of each committee be approved as set out in this report.
  2. The membership of each Committee be agreed.
-

It is good practice at each Annual General Meeting to review the Terms of Reference of Standing Committees and to agree the membership of each committee.

Members are asked to consider if they wish to change any of the committees they sit on.

DAVID POOLEY  
TOWN CLERK

## **Planning and Regeneration Committee**

### **Purpose:**

To deal with planning, regeneration, economic development, highways and licensing matters on behalf of the Council.

### **Responsibilities:**

- To respond, on behalf of the Town Council, to consultations on planning matters and other consultations relating to matters within the remit of the Committee;
- To consider issues, consultation documents and policy initiatives relating to the regeneration and economic development of the St Austell area and to respond, on the Council's behalf, as appropriate;
- To direct all activity designed to regenerate the town and promote economic development in the St Austell area;
- To monitor the work of and liaise as necessary with the St Austell Town Centre Partnership;
- To consider issues, consultation documents and policy initiatives relating to highways and transportation;
- To prepare an annual budget estimate for the areas within its remit for submission to full Council;
- Spending Limit: Up to £12,500 on any one item, subject to expenditure being within an agreed budget head and policy and a suitable procurement process being put in place. (Expenditure outside these limits to be recommended to full Council for approval);
- To liaise as appropriate with local parish councils on planning issues with regard to the local plan.

### **Relevant Delegations:**

- Responses to planning consultations and other consultations within the remit of the Committee;
- To direct activity designed to regenerate the town and promote economic development in the St Austell area;

Approved: 26<sup>th</sup> January 2026

- Approval of planning and other relevant training within budget;
- The Clerk in consultation with the Chair and Vice Chair (and the local Cornwall Council Ward Member where appropriate) may agree a response to consultations in cases when a response is required urgently.

## **Finance and General Purposes Committee**

To oversee the governance arrangements of the Council including its financial and administrative arrangements and the management of the Council's property, information technology and communications. To manage public conveniences, car parks and the library service.

### **Responsibilities:**

- To oversee the financial management of the Council and support the Responsible Financial Officer of the Council;
- To regularly monitor income and expenditure against budgets on behalf of the Council;
- To direct the Council's communications activity, including public information, consultation and engagement, and media relations;
- To oversee the Council's public conveniences, car parks and library services;
- To maintain adequate and robust internal and external audit arrangements and to receive and ensure that audit reports are properly considered and acted on;
- To oversee the Council's property portfolio and maintain and review appropriate asset registers and insurance arrangements;
- To oversee and approve the Council's information technology requirements including telecommunications;
- To manage and oversee the Council's risk management and health and safety arrangements;
- To review policies and procedures at agreed intervals;
- To prepare an annual budget estimate for the areas within its remit for submission to full Council;
- Spending Limit: Up to £12,500 on any one item, subject to expenditure being within an agreed budget head and policy and a suitable procurement being put in place. (Expenditure outside these limits to be recommended to full Council for approval).

**Relevant delegations:**

- Appointment of Internal Auditor.
- Risk Management
- Health and Safety
- Insurance arrangements.
- Banking and Treasury Management arrangements.
- Allotment administration
- To approve responses to consultation papers on governance matters.
- The Town Clerk be authorised to transfer monies between bank accounts and to undertake investment activities in accordance with approved Treasury Management Strategies.
- See separate paper detailing specific financial delegations.

## **Communities Committee**

### **Purpose:**

To direct all activity designed to improve the community and cultural life of the St Austell area including the environment.

### **Responsibilities:**

- To direct all activity designed to benefit the town and its community, except those aspects reserved to other Committees;
- To operate the Council's Small Grants Scheme, and recommend revisions to the Scheme for approval by full Council;
- To manage the allotments, sports grounds, open spaces, verges and bus shelters which are owned, leased or managed by the Town Council;
- The management of contracts for CCTV, parks and open spaces, footpath maintenance and weed treatment works within budget;
- To approve responses to consultation papers relating to matters within the remit of the Committee;
- To manage the Council's input to issues relating to youth services and The House;
- To maintain the Council's environmental initiatives;
- To prepare an annual budget estimate for the areas within its remit for submission to full Council;
- Spending Limit: Up to £12,500 on any one item, subject to expenditure being within agreed budget head and policy and a suitable procurement process being put in place. (Expenditure outside these limits to be recommended to full Council for approval).

### **Relevant delegations:**

- Grants under the Council's Small Grants Scheme.
- Miscellaneous grants up to £10,000 provided they are within an approved budget.

Approved: 26<sup>th</sup> January 2026

- Environmental projects up to £12,500 provided they are within an approved budget.
- The management of contracts for CCTV, parks and open spaces, footpath maintenance and weed treatment works within budget.
- To approve responses to consultation papers relating to matters within the remit of the Committee.

## **Climate and Environment Committee**

### **Purpose:**

To direct activity designed to reduce the Council's carbon footprint. To investigate and report such measures that will impact efforts to meet the challenges of a climate emergency and make recommendations to full Council.

### **Responsibilities:**

- To develop a climate emergency plan;
- To oversee environmental initiatives within the remit of the Committee;
- Approval of climate and environmental training within budget;
- To advise other committees, when relevant, about proposed changes that they have responsibility for that may impact negatively on carbon emissions;
- To consider issues, consultation documents and policy initiatives relating to the climate emergency and to respond on the Council's behalf, as appropriate;
- Work with Cornwall Council and other agencies where mutual benefits exist;
- To support and work with neighbouring parish councils where appropriate;
- Investigate appropriate sources of external funding;
- To liaise with Government agencies, Cornwall Council, strategic partners and members of the community to educate, inform and advise on carbon reduction;
- To prepare an annual budget estimate for the areas within its remit for submission to full Council;
- Spending Limit: Up to £12,500 on any one item, subject to expenditure being within agreed budget head and policy and a suitable procurement process being put in place.

Approved: 26<sup>th</sup> January 2026

(Expenditure outside these limits to be recommended to full Council for approval).

**Relevant delegations:**

- Carbon accounting and monitoring;
- To approve responses to consultation papers relating to matters within the remit of the Committee.

## **Staffing Committee**

To deal with all staffing matters on behalf of the Council including:

- Making recommendations to the Council on changes to the staffing establishment;
- Appointments within the staffing establishment approved by the Council, except as delegated to the Town Clerk;
- Performance review and training;
- Disciplinary, capability and grievance procedures in accordance with the procedures approved by the Council;
- Terms and conditions, pay and pensions issues in accordance with national and local policies and practices approved by the Council.

## **Delegations**

- As above, where such matters are within approved budgets.
- Town Clerk to deal with staffing matters within the scope of the approved Scheme of Delegations.
- The Mayor and one other member of the Staffing Committee to undertake the performance review of the Town Clerk.

## **Exclusions**

The full Town Council to approve the Council's staffing establishment and the procedures to be adopted for the recruitment and selection of the Town Clerk.



**STANDING COMMITTEES – MEMBERSHIP  
2025~26**

<b>Planning &amp; Regeneration Committee</b>	<b>Community Committee</b>	<b>Finance and GP Committee</b>	<b>Climate &amp; Environment Committee</b>
Malcolm BROWN	Anita COHEN	Malcolm BROWN	Malcolm BROWN
Jackie BULL	Richard CLEMO	Richard CLEMO	Jackie BULL
Mark GRAY	Colin HAMILTON	Anita COHEN	Anita COHEN
Colin HAMILTON	Maggi HAWKEN	Mark GRAY	Mark GRAY
Oliver KIMBER	Oliver KIMBER	Colin HAMILTON	Colin HAMILTON
Andrea LANXON	Jenny LINGHAM	Oliver KIMBER	Maggi HAWKEN
Jenny LINGHAM	Stephen NOTT	Andrea LANXON	Oliver KIMBER
Sean MARSHALL	Jeremy PREECE	Sean MARSHALL	Stephen NOTT
Jeremy PREECE	Jordan ROWSE	Crystal PEARCE	
Ethan STEPHENS	Ethan STEPHENS	Jeremy PREECE	Crystal PEARCE
Mike THOMPSON	Tina TAYLOR	Jordan ROWSE	
Richard WHITEHOUSE	Mike THOMPSON	Mike THOMPSON	Ethan STEPHENS
	Richard WHITEHOUSE	Richard WHITEHOUSE	Tina TAYLOR
	Julian YOUNG	Julian YOUNG	
<b>12</b>	<b>14</b>	<b>14</b>	<b>11</b>

**Quorate = 4**

**Quorate = 5**

**Quorate = 5**

**Quorate = 4**

<b>Ward</b>	<b>Planning Committee</b>	<b>Community Committee</b>	<b>Finance and GP Committee</b>	<b>Climate &amp; Env Committee</b>
Bethel & Holmbush	3	5	6	4
Poltair & Mount Charles	4	4	2	3
Central & Gover	5	5	6	4
<b>Total</b>	<b>12</b>	<b>14</b>	<b>14</b>	<b>11</b>

The Mayor is an ex officio Member of each Committee

Staffing Committee Councillors: Mayor of St Austell (Chair), Jackie Bull, Malcolm Brown, Crystal Pearce, Julian Young, Jordan Rowse, Andrea Lanxon





INTERNAL AUDIT PROPOSAL

ST AUSTELL TOWN COUNCIL

APRIL 2026

SUBMITTED BY:

**HUDSON ACCOUNTING LTD.**

**Approach:**

Audit work is carried out in accordance with guidance issued by the National Association of Local Councils (NALC) in their publication *Governance & Accountability for Local Councils* and will allow us to sign off the appropriate part of the Annual Governance & Accountability Return and provide assurance around the Council's Governance Statement.

All work and communication with the Council is undertaken by the Directors of the Company.

For Councils of your size, we always include interim audit visits and we provide comprehensive reports at both the interim and final audit stage.

**Independence:**

To the best of my knowledge I have no relationship with Members, Officers or contractors of the Council that would constitute a conflict of interest.

**Experience:**

I am a fully qualified local government accountant with thirty years post qualification experience at senior levels including nine years as a S151 Officer and a year seconded as Chief Internal Auditor.

We are experienced local council internal auditors and I was also a part-time parish clerk so we feel we are uniquely placed to provide a high-quality service that is fully conversant with current issues facing local councils.

Our Anti-Money Laundering Regulations obligations are undertaken under the supervision of H.M. Revenues & Customs and we carry £50,000 of Professional Indemnity insurance.

**Fee: Our fee would be £1,100 per annum; we are happy to fix this price, for three years, and to proceed on an annual basis by mutual consent.**

S P Hudson

S P Hudson  
Director

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Phone: 01736 799637

Mobile: 07751 206296

**ST AUSTELL TOWN COUNCIL**  
**COUNCIL MEETING – 11<sup>th</sup> MARCH 2026**  
**SCHEDULE OF PAYMENTS**  
**7<sup>th</sup> MARCH 2026 to 30<sup>th</sup> APRIL 2026**

**1. PURPOSE OF REPORT**

To approve a schedule of payments made since the last meeting.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

There is a requirement for the Town Council to approve all payments made. All payments are authorised by at least two signatories and all payments must be within the budgets approved by the Council. Payment methods used are BACS, direct debit, credit card and petty cash.

**3. RESOURCE ISSUES**

The payments made and proposed are all within the Council's approved budgets.

**4. EQUALITIES ISSUES**

None. Payments are usually made promptly to small contractors and charitable groups to help avoid cashflow difficulties.

**5. ENVIRONMENTAL ISSUES**

Where possible items are procured locally and from sustainable sources or using recycled materials.

**6. RECOMMENDATIONS**

It is recommended that Councillors approve the attached Schedule of Payments totalling £304,917.61 and the transfers between bank accounts amounting to £453,934.59.

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DAVID POOLEY - TOWN CLERK



**Payment Schedule**  
**St Austell Town Council**  
 For the period 7 March 2026 to 30 April 2026

Date	Payment Method	Contact	Description	Reference	Debit	Credit	Cost Centre
<b>Bank Transfer</b>							
23 Mar 2026	Transfer	British Gas	Bank Transfer from NW Current Account to ST AUSTELL TC - Credit Card	DD	1,894.84	0.00	
09 Apr 2026	Transfer	Hutchison 3G UK Limited	Bank Transfer from NW Current Account to ST AUSTELL TC - Credit Card	DD	0.00	1,894.84	
09 Apr 2026	Transfer	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to Mayors Charity Account	EBP	0.00	796.00	
13 Apr 2026	Transfer	Acada Stores Ltd	Bank Transfer from NW Current Account to NW Business Reserve Account	EBP	796.00	0.00	
13 Apr 2026	Transfer	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to NW Business Reserve Account	EBP	0.00	200,000.00	
13 Apr 2026	Transfer	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to NW Business Reserve Account	EBP	0.00	200,000.00	
13 Apr 2026	Transfer	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to NW Business Reserve Account	EBP	0.00	250,000.00	
20 Apr 2026	Transfer	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to ST AUSTELL TC - Credit Card	DD	0.00	1,243.75	
20 Apr 2026	Transfer	Worldpay (UK) Ltd	Bank Transfer from NW Current Account to ST AUSTELL TC - Credit Card	DD	1,243.75	0.00	
			<b>Total Bank Transfer</b>		<b>453,934.59</b>	<b>453,934.59</b>	
<b>Payable Payment</b>							
09 Mar 2026	Direct Debit	British Gas	Payment: British Gas	13976252	0.00	31.80	Multiple Categories
09 Mar 2026	Direct Debit	Hutchison 3G UK Limited	Payment: Hutchison 3G UK Limited		0.00	29.65	Polaris Park
10 Mar 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Acada Stores Ltd	PC14	0.00	1.48	Civic Ceremonial
11 Mar 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Acada Stores Ltd		0.00	100.80	Events
11 Mar 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Alister Business Solutions	E2021711092	0.00	2.40	Civic Ceremonial
12 Mar 2026	Direct Debit	J Parkers	Payment: Alister Business Solutions	CC12.3.26	0.00	4,289.52	Transport and Plant
13 Mar 2026	Direct Debit	Worldpay (UK) Ltd	Payment: J Parkers		0.00	267.60	Other Parks and Open Spaces
13 Mar 2026	Direct Debit	Worldpay (UK) Ltd	Payment: B & M Ltd		0.00	1.17	Civic Ceremonial
13 Mar 2026	BACS	Glendale	Payment: Glendale	Library Paint	0.00	16.00	Library
13 Mar 2026	BACS	Kernow Training Ltd	Payment: Kernow Training Ltd	GC421-5360	0.00	2,640.00	Turn Road Park
13 Mar 2026	BACS	Arndor Limited	Payment: Arndor Limited	9003	0.00	185.00	General Administration
13 Mar 2026	BACS	Beever Tree Services	Payment: Beever Tree Services	0000025835	0.00	14,113.91	Town Centre Revitalisation Project
13 Mar 2026	BACS	Driveline (GB) Ltd	Payment: Driveline (GB) Ltd	SH-15567	0.00	115.50	Transport and Plant
13 Mar 2026	BACS	CALC	Payment: CALC	H1128386	0.00	282.00	Other Parks and Open Spaces
13 Mar 2026	BACS	Zurich Municipal	Payment: Zurich Municipal	2526-1021	0.00	1,053.70	Transport and Plant
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	553236765	0.00	15.00	General Administration
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	74178	0.00	12,304.09	General Administration
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	73128	0.00	13.78	Other Parks and Open Spaces
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	73081	0.00	28.16	Other Parks and Open Spaces
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	73756	0.00	99.78	Other Parks and Open Spaces
13 Mar 2026	BACS	Volunteer 1	Payment: Volunteer 1	37468	0.00	14.40	Other Parks and Open Spaces
13 Mar 2026	BACS	St Austell Trader	Payment: St Austell Trader	Jan Feb mileage	0.00	121.29	Multiple Categories
13 Mar 2026	BACS	Hay Nurseries (Cornwall) Ltd	Payment: Hay Nurseries (Cornwall) Ltd	000265	0.00	14.40	Library
13 Mar 2026	BACS	Expert Access Solutions Ltd	Payment: Expert Access Solutions Ltd	158570	0.00	225.00	Events
13 Mar 2026	BACS	Expert Access Solutions Ltd	Payment: Expert Access Solutions Ltd	SA1C687987	0.00	333.48	Town Centre Revitalisation Project
13 Mar 2026	BACS	Enervo	Payment: Enervo	2026022202	0.00	288.00	Misc. Project/Grants
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	900060196	0.00	853.03	Multiple Categories
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	72667	0.00	65.80	Priory Car Park
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	36736	0.00	64.80	Other Parks and Open Spaces
13 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	74794	0.00	97.20	Other Parks and Open Spaces
13 Mar 2026	BACS	Cornwall Training & Consultancy Ltd	Payment: Cornwall Training & Consultancy	4453	0.00	27.00	Other Parks and Open Spaces
16 Mar 2026	Direct Debit	Cornwall Council	Payment: Cornwall Council	902635724-2025/26-12	0.00	114.00	Library
16 Mar 2026	Direct Debit	Cornwall Council	Payment: Cornwall Council	80262013X-2025/26-12	0.00	1,206.00	Library
16 Mar 2026	Direct Debit	NetWest	Payment: FindParkPay Ltd	1008	0.00	3,769.00	Priory Car Park
16 Mar 2026	Direct Debit	NetWest	Payment: FindParkPay Ltd		0.00	360.40	Priory Car Park
17 Mar 2026	Direct Debit	AlBMS	Payment: AlBMS	16	0.00	54.20	General Administration
17 Mar 2026	Direct Debit	Acada Stores Ltd	Payment: Acada Stores Ltd		0.00	460.07	Priory Car Park
18 Mar 2026	Credit Card	Amazon	Payment: Amazon	CC 19.03.26	0.00	100.80	Events
18 Mar 2026	Credit Card	Amazon	Payment: Amazon	CC 17.03.26	0.00	2.24	Priory Car Park
19 Mar 2026	Direct Debit	Cornwall Council	Payment: Cornwall Council		0.00	11.98	Events
20 Mar 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd		0.00	21.00	Events
20 Mar 2026	Direct Debit	SBR Electrical	Payment: SBR Electrical	25263566	0.00	1.20	Priory Car Park
					0.00	396.00	Library

20 Mar 2026	BACS	Kent County Council	Payment: Kent County Council	G10588313	688.20	Library	0.00
20 Mar 2026	BACS	Cornwall Association of Local Councils Limited	Payment: Cornwall Association of Local Councils Limited	2528-1088	42.00	Civic Ceremonial	0.00
20 Mar 2026	BACS	E McCann	Payment: Emma McCann	March 2026	183.58	Library	0.00
20 Mar 2026	BACS	Source for Business	Payment: Source for Business	Library	102.32	Library	0.00
20 Mar 2026	BACS	Flowbird Smart City UK Limited	Payment: Flowbird Smart City UK Limited	U100023774	3,489.88	Priority Car Park	0.00
20 Mar 2026	BACS	Spot-On Supplies Ltd	Payment: Spot-On Supplies Ltd	21627819	332.64	Other Parks and Open Spaces	0.00
20 Mar 2026	BACS	Rendhill Initial UK Limited	Payment: Rendhill Initial UK Limited	60562393	590.98	Library	0.00
20 Mar 2026	BACS	D May & Son Ltd	Payment: D May & Son Ltd	75471	1,405.25	Town Centre Revitalisation Project	0.00
20 Mar 2026	BACS	Envevo	Payment: Envevo	900060796	1,284.48	CCTV	0.00
20 Mar 2026	BACS	ITEC	Payment: ITEC	SIN2181144	57.24	General Administration	0.00
20 Mar 2026	BACS	PPLPRS	Payment: PPLPRS	SIN54819	105.11	Events	0.00
20 Mar 2026	BACS	Alliance Tool Hire (SW) Ltd	Payment: Alliance Tool Hire (SW) Ltd	CC 19.03.26	107.99	Transport and Plant	0.00
20 Mar 2026	BACS	Meta	Payment: Meta	CC 19.03.26	1.03	Events	0.00
20 Mar 2026	BACS	Amazon	Payment: Amazon	CC 23.03.26	135.71	Multiple Categories	0.00
20 Mar 2026	BACS	Amazon	Payment: Amazon	CC 19.03.26	19.00	General Administration	0.00
20 Mar 2026	BACS	Edies	Payment: Edies	0198685	1,224.00	Mayor's Charity	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	5221C20722	721.20	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	5221C20721	1,776.38	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	1547208	48.57	General Administration	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	CC 25.03.26	6.75	General Administration	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	CC 25.03.26	40.44	General Administration	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	CC 25.03.26	116.59	Transport and Plant	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	E2021768594	475.57	Multiple Categories	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	2-05896246	68,302.19	Multiple Categories	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	2870	535.32	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	4148	5,000.00	The Household Services	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	1448208	2,980.53	Library	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	3135	292.20	Transport and Plant	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	8100687089	810.40	Stable Block/Forndu House	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	CS:000135	408.32	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	7199	90.00	Civic Ceremonial	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	54.00	Police/Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	90.00	Civic Ceremonial	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	500.00	Misc. Projects/Grants	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	73.00	General Administration	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	250.00	Misc. Projects/Grants	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	438.80	Stable Block/Forndu House	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	24.00	Library	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	250.00	Misc. Projects/Grants	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	356.20	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	215.39	Transport and Plant	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	504.00	General Administration	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	168.04	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	810.40	Stable Block/Forndu House	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	75.00	Library	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	37.94	Police/Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	570.00	Library	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	174.55	General Administration	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	182.00	Priority Tolls	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	202.50	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	105.78	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	811.42	Stable Block/Forndu House	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	1,221.74	Library	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	630.00	Library	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	513.00	Civic Ceremonial	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	218.00	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	2,013.75	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	200.00	Stable Block/Forndu House	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	1,098.98	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	1,693.44	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	45.42	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	397.38	Priority Car Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	49.55	Priority Tolls	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	29.85	Police/Park	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	501.37	Multiple Categories	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	19.11	Other Parks and Open Spaces	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	131.88	Transport and Plant	0.00
23 Mar 2026	BACS	Edies	Payment: Edies	Grant	6.70	Events	0.00

10 Apr 2026	BACS	Steve Skinner	Payment: Steve Skinner	March 2026	0.00	45.03	General Administration
10 Apr 2026	BACS	South West Councils	Payment: South West Councils	0000071652	0.00	666.00	General Administration
10 Apr 2026	BACS	Terry Shaw	Payment: Terry Shaw	Parking	0.00	8.70	Events
10 Apr 2026	BACS	Drveline (GB) Ltd	Payment: Drveline	H1126306	0.00	1,015.20	Transport and Plant
10 Apr 2026	BACS	E McCann	Payment: E McCann	Parking	0.00	33.85	Events
10 Apr 2026	BACS	Lucy Hewitt	Payment: Lucy Hewitt	Parking	0.00	15.40	Events
10 Apr 2026	BACS	H Carhart	Payment: H Carhart	Parking	0.00	15.40	Events
10 Apr 2026	BACS	S.A.L.S.A. (St Austell Library Support Association)	Payment: S.A.L.S.A. (St Austell Library Support Association)	Crab event	0.00	1,551.90	Library
10 Apr 2026	BACS	CALC	Payment: CALC	2827_130	0.00	4,283.35	General Administration
10 Apr 2026	BACS	ObjectiveIT/Services	Payment: ObjectiveIT/Services	0003830	0.00	393.72	General Administration
10 Apr 2026	BACS	Paul Williams	Payment: Paul Williams	PW photography	0.00	450.00	Multiple Categories
10 Apr 2026	BACS	Helen Barton	Payment: Helen Barton	Parking	0.00	5.30	Events
10 Apr 2026	BACS	Rendokill Initial UK Limited	Payment: Rendokill Initial UK Limited	60562701	0.00	134.12	Stable Block/Pondhu House
15 Apr 2026	Direct Debit	NetWest	Payment: NetWest		0.00	2.89	Priority Car Park
15 Apr 2026	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2021967248	0.00	58.50	General Administration
15 Apr 2026	Direct Debit	Cornwall Council	Payment: Cornwall Council	Business rates	0.00	202.42	Transport and Plant
15 Apr 2026	Direct Debit	Cornwall Council	Payment: Cornwall Council	802629607	0.00	3,547.00	Priority Car Park
15 Apr 2026	Direct Debit	Cornwall Council	Payment: Cornwall Council	802635724	0.00	55.95	Tregonnissey Lane End
16 Apr 2026	Direct Debit	British Gas	Payment: British Gas	14424617	0.00	1,089.00	Library
16 Apr 2026	Direct Debit	British Gas	Payment: British Gas	14127955	0.00	1.07	Stable Block/Pondhu House
16 Apr 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd		0.00	32.55	Stable Block/Pondhu House
17 Apr 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd		0.00	1.20	Priority Car Park
17 Apr 2026	Direct Debit	AIBMS	Payment: AIBMS		0.00	2.80	Priority Car Park
17 Apr 2026	BACS	St Austell BID	Payment: St Austell BID	INV-0075	0.00	534.41	Priority Car Park
17 Apr 2026	BACS	Grahams Garden Machinery Ltd	Payment: Grahams Garden Machinery Ltd	128564	0.00	35,727.80	CCTV
17 Apr 2026	BACS	St Austell BID	Payment: St Austell BID	INV-0076	0.00	89.50	Transport and Plant
17 Apr 2026	BACS	Rural Services Partnership Ltd	Payment: Rural Services Partnership Ltd	RMT(G)2627/110	0.00	1,200.00	Events
17 Apr 2026	BACS	Malcolm Brown	Payment: Malcolm Brown	Travel	0.00	181.25	General Administration
17 Apr 2026	BACS	Source for Business	Payment: Source for Business	7093718193	0.00	13.15	General Administration
17 Apr 2026	BACS	GAS	Payment: GAS	2026032214	0.00	135.51	Multiple Categories
17 Apr 2026	BACS	Grahams Garden Machinery Ltd	Payment: Grahams Garden Machinery Ltd	128583	0.00	982.32	Priority Car Park
17 Apr 2026	BACS	Everneo	Payment: Everneo	900061390	0.00	20.00	Transport and Plant
17 Apr 2026	BACS	Vincent Tractors Ltd	Payment: Vincent Tractors Ltd	192659	0.00	3,074.83	CCTV
17 Apr 2026	BACS	BT	Payment: BT	20041529	0.00	8,951.90	CCTV
17 Apr 2026	BACS	Eather Baker	Payment: Eather Baker		0.00	200.00	Events
20 Apr 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd		0.00	2.89	Priority Car Park
21 Apr 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd		0.00	1.20	Priority Car Park
21 Apr 2026	Direct Debit	EE Limited	Payment: EE Limited		0.00	28.10	
22 Apr 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd	V02462294678	0.00	1.20	Priority Car Park
22 Apr 2026	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2021898730	0.00	272.75	Transport and Plant
23 Apr 2026	Direct Debit	British Gas	Payment: British Gas	14127953	0.00	1,001.89	Stable Block/Pondhu House
24 Apr 2026	BACS	British Gas	Payment: British Gas	14480903	0.00	1,996.78	Stable Block/Pondhu House
24 Apr 2026	BACS	Annie Ethendge	Payment: Annie Ethendge	CS-000138	0.00	90.00	Civic Ceremonial
24 Apr 2026	BACS	Everneo	Payment: Everneo	9000609866	0.00	558.78	Priority Car Park
24 Apr 2026	BACS	Source for Business	Payment: Source for Business	7093793505	0.00	18.78	Poklar Park
24 Apr 2026	BACS	APS Construction Services Limited	Payment: APS Construction Services Limited	4175_Priority 1	0.00	12,000.00	Priority Car Park
24 Apr 2026	BACS	ITEC	Payment: ITEC	CWN182042	0.00	57.24	General Administration
24 Apr 2026	BACS	Garden Services (SW) Ltd	Payment: Garden Services (SW) Ltd	ST AUSTELL187	0.00	720.00	Other Parks and Open Spaces
24 Apr 2026	BACS	Kent County Council	Payment: Kent County Council	E10428988	0.00	437.63	Poklar Park
24 Apr 2026	BACS	Hudson Accounting	Payment: Hudson Accounting	872	0.00	550.00	General Administration
24 Apr 2026	BACS	Kent County Council	Payment: Kent County Council	E10428925	0.00	3,660.08	Library
24 Apr 2026	Direct Debit	Cobalt Communication Solutions Ltd	Payment: Cobalt Communication Solutions Ltd	1556211	0.00	48.57	General Administration
24 Apr 2026	BACS	Salaries and oncosts - April	Various		0.00	68,655.84	
27 Apr 2026	Direct Debit	Bira Waste Services Ltd	Payment: Bira Waste Services Ltd	522C130229	0.00	1,507.51	Other Parks and Open Spaces
28 Apr 2026	Direct Debit	British Gas	Payment: British Gas	805668128	0.00	21.15	Other Parks and Open Spaces
28 Apr 2026	Direct Debit	Worldpay (UK) Ltd	Payment: Worldpay (UK) Ltd		0.00	1.41	Priority Car Park
29 Apr 2026	Direct Debit	Alistar Business Solutions	Payment: Alistar Business Solutions	E2021913760	0.00	596.28	Transport and Plant
29 Apr 2026	Direct Debit	Engle Power Limited	Payment: Engle Power Limited	2-05975789	0.00	518.22	Other Parks and Open Spaces
					0.00	304,917.61	

Total Payable Payment 453,934.69 766,862.20



**ST AUSTELL TOWN COUNCIL**

**COUNCIL – 11<sup>th</sup> MAY 2026**

**POLTAIR PARK – HELTER SKELTER**

**1. PURPOSE OF REPORT**

To update members on progress with the replacement of the Helter Skelter play unit in Poltair Park.

**2. LEGAL AND RISK MANAGEMENT ISSUES**

Current British and European playground safety standards BS EN 1176 and BS EN 1177 have evolved since the equipment was installed. The size and design of the Helter Skelter means it no longer meets key requirements relating to fall heights, barrier design, entrapment prevention, and appropriate impact absorbing surfacing.

The Town Council has a responsibility to ensure play equipment is safe, well-maintained, and compliant with relevant safety standards. With visible corrosion, worn surfaces, and weakened structural components, the existing structure poses a rising risk despite routine maintenance.

**3. RESOURCE ISSUES**

Repairing and maintaining an 18-year-old structure is becoming increasingly expensive. Replacement parts are gradually becoming discontinued or require custom manufacturing, which is raising costs further. Along with this, increased inspections, repairs, and temporary closures are diverting the ground staff's time from other essential works. A replacement is recommended costing in the region of £78,500.

**4. EQUALITIES ISSUES**

Due to its age, the Helter Skelter was not designed with accessibility in mind. Steps, gradients, and lack of ground-level activities exclude many children with physical disabilities or sensory needs.

Modern playground equipment aims to provide inclusive experiences for children of all abilities.

Installing a new structure presents an opportunity to improve equality of access and broaden the play experience.

## **5. ENVIRONMENTAL ISSUES**

Modern play equipment often uses more sustainable, weather-resistant materials (e.g., recycled plastics, responsibly sourced timber), reducing environmental impact over the equipment's lifespan. Newer play equipment with longer life cycles helps reduce long-term carbon footprints by extending replacement intervals.

## **6. RECOMMENDATIONS**

It is recommended that the Operations Manager be authorised to replace the Helter Skelter at Poltair Park with a steel "Bird's Nest Tower" with a budget in the region of £80,000 excluding VAT.

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### **Background**

The Helter Skelter has been a central feature of Poltair Park since its installation in 2008; however, its age and condition now mean that it presents increased risks to users and increasingly high maintenance burdens for the Town Council. The structure also regularly attracts anti-social behaviour and has to be closed off to the public for repairs several times a year. The Helter Skelter offers a large focal point in the centre of the Poltair Park play area, so a significant item of play equipment is required to replace it.

The Community Committee at its meeting on 23<sup>rd</sup> February 2026 considered a report on the replacement of a helter skelter and asked that a public consultation be undertaken before a replacement is approved.

During the Easter Holidays a consultation was set up at St Austell Library detailing three suitable options for the replacement of the helter skelter. The options were:

1. Bird Nest Tower
2. Olive Tree
3. Sky Twister

The consultation was advertised on social media and on the railings at Poltair Park to capture users of the equipment. There were 302 votes, broken down as follows:

1. Birds Nest Tower – 150 votes
2. Oliver Tree – 67 votes
3. Sky Twister – 85 votes

A picture of the most popular choice is replicated below.

It is recommended that the Operations Manager be authorised to replace the helter skelter at Poltair Park with the Birds Nest Tower with a budget in the region of £80,000 excluding VAT.

DAVID POOLEY  
TOWN CLERK

**PLAY EQUIPMENT  
PUBLIC CONSULTATION  
FOR POLTAIR PARK**

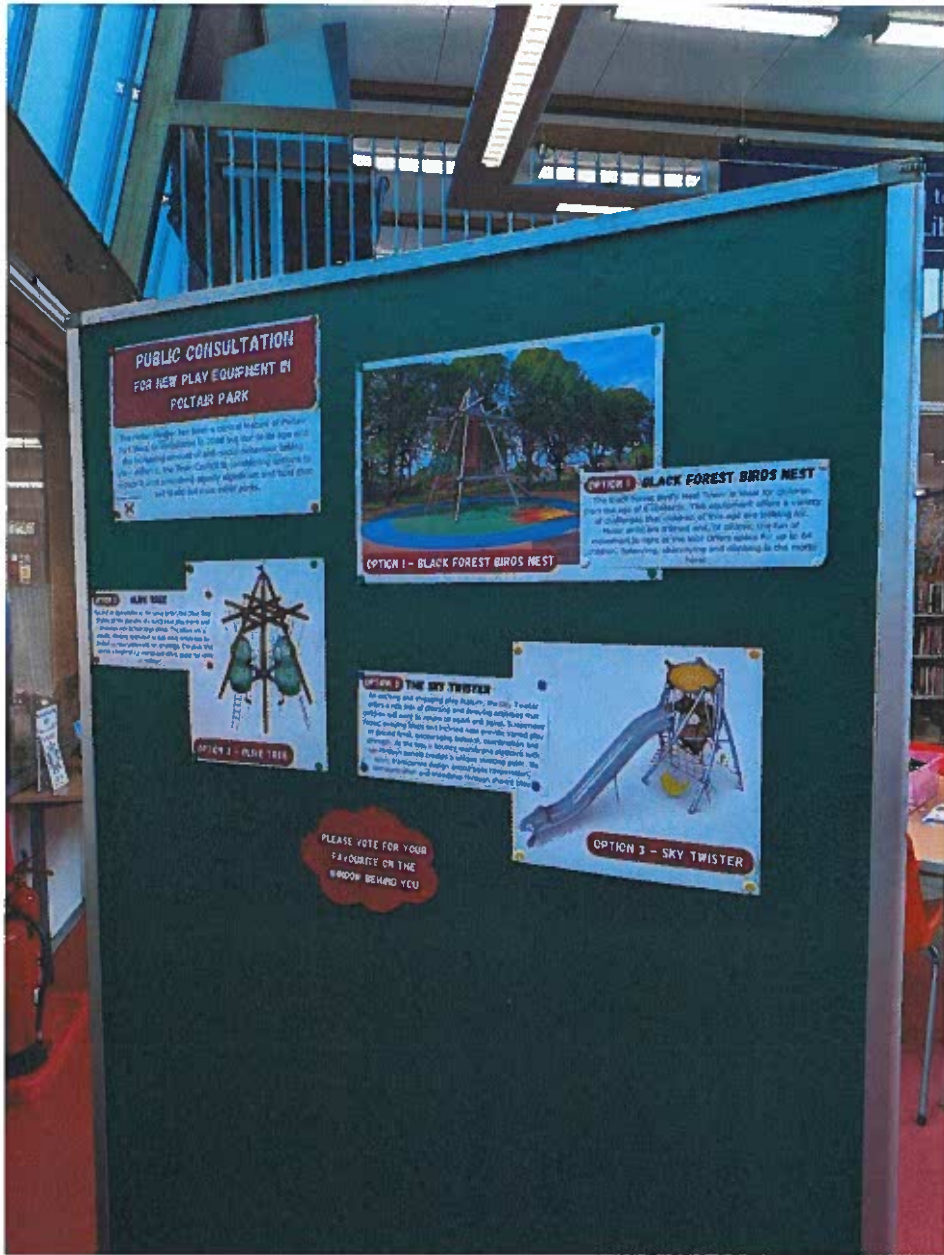
Visit St Austell Library during normal opening hours over the Easter break to cast your vote

St Austell Town Council invites you to have your say on a replacement for the aging Helter Skelter in Poltair Park

The Helter Skelter has been a central feature of Poltair Park since its installation in 2008 but due to its age and the increasing amount of anti-social behaviour taking place within it, the Town Council is considering options to replace it with something equally significant and bold that will stand-out from other parks.

We look forward to seeing you!

St Austell Town Council







## Motion to be signed by parish and town councils

1. "This Council notes with grave concern the systemic failure of South West Water to manage the sewage system in Cornwall. Despite record bills and government intervention, raw sewage continues to impact our environment and public health. Therefore, this Council resolves:
2. To formally declare a Vote of No Confidence in South West Water.
3. To sign the collective letter to the Secretary of State demanding the removal of South West Water's management through a Special Administration Order.

## Formal Letter of No Confidence

**TO:** Secretary of State for Environment, Food and Rural Affairs (DEFRA)

**CC:** The Chief Executive of Ofwat; The Leader of Cornwall Council; Cornwall's Members of Parliament.

**DATE:** [Insert Date]

**SUBJECT:** Formal Vote of No Confidence in South West Water (SWW) and Petition for Special Administration.

To the Secretary of State,

We, the undersigned Town and Parish Councils of Cornwall, representing the residents, businesses, and ecosystems of the Duchy, hereby formally issue this **Vote of No Confidence** in the management of South West Water (SWW).

We are no longer requesting "improvements" or "consultations." South West Water has failed for more than a decade to show its capability and willingness to manage our water and sewage system. We are formally petitioning the Government and Ofwat to remove SWW from the management of the Cornish sewage and water systems, and transfer the ownership and management of our sewage and water system to a publicly-owned organisation, run as a public service.

Our decision is based on a systemic and catastrophic failure in the following three areas:

### 1. Failure of Infrastructure and Public Health

Despite Cornwall's residents paying the highest water bills in the UK, our coastline and rivers have become conduits for raw sewage. In 2025 and early 2026, we have witnessed

unprecedented spill durations that have closed our beaches, impacted our tourism economy, and posed a direct threat to public health. The current management has proven incapable of maintaining a sewage system fit for the 21st century.

## **2. Financial Mismanagement and Breach of Public Trust**

While our constituents face further bill increases this April, SWW continues to prioritise shareholder dividends and executive bonuses over essential capital investment. The "investment plans" touted by the company have repeatedly failed to yield results on the ground, leading to a total breakdown of trust between the utility provider and the Cornish people.

## **3. Inadequacy of Governance**

It is the view of these Councils that SWW's leadership has lost the confidence of the Cornish communities and its "social license" to operate. The repeated fines and enforcement cases from Ofwat have acted as a "cost of doing business" rather than a deterrent. We believe the company is now structurally incapable of delivering the environmental protections required by law.

### **Our Formal Demand:**

We call upon the Government to intervene and make this situation stop at once, using powers such as those granted by the **Water (Special Measures) Act** to remove the offending company from operating in Cornwall. We demand that South West Water be placed into **Special Administration**, stripping the current management of their mandate. We call upon the Government to transition Cornish sewage and water assets into a publicly-owned organisation, run as a public service, answerable to elected representatives of Cornish voters, that will prioritise the Cornish environment and its people over private profit.

Cornish rivers and seas are the lifeblood of our economy and our identity. We will no longer stand by while they are managed into decline.

We await your urgent response regarding the steps you will take to revoke SWW's licence in the Duchy.

Yours faithfully,

**[Name of Council]**

*On behalf of the Collective Councils of Cornwall*